



TELECOMMUNICATIONS DIVISION

AGENCY TELECOMMUNICATIONS REPRESENTATIVE

BULLETIN 03-04

MAY 20, 2003

SUBJECT: TELECOMMUNICATIONS CONSULTING SERVICES - MASTER SERVICES AGREEMENT RFP DGS-2034.

ACTION:

- The new Department of General Services (DGS) Master Services Agreement (MSA) RFP DGS-2034 replaces the previous MSA RFP DGS-6023 for telecommunications consulting services, so please update your records as needed.
- Distribute copies of this bulletin to all Agency Telecommunications Representatives (ATRs), procurement management and staff, and others as appropriate.

BENEFITS:

- Under the competitively bid MSA RFP DGS-2034 umbrella, twenty-seven (27) pre-qualified consulting firms within eighteen (18) technical telecommunications categories provide a variety of choices without the need to conduct a full competitive bid process.
- Use of this MSA reduces the time and labor costs for agencies to procure a telecommunications consultant.
- This MSA is supported and managed by the DGS-Telecommunications Division (TD), Office of Network Services (ONS), relieving MSA users of the overall management responsibility and providing a place to go for assistance.

KEY POINTS:

- This MSA is available for telecommunications related work such as:
 - The review and analysis of new and existing systems
 - Equipment upgrade recommendations
 - Alternative equipment or service replacement recommendations
 - Engineering/technical studies or needs assessments
 - Reports, studies and recommendations
 - Other closely related activities
- See the attached listing for the twenty - seven (27) [firms awarded contracts](#) under this MSA, and the categories for which they have pre-qualified.

- The MSA was awarded on March 21, 2003 and is valid for seven years. At the discretion of the DGS-TD, two optional one-year extensions may be granted.
- The contracts are not for the development, manufacture or procurement of equipment, either as a finished product or as a prototype item.
- Delegation to use this MSA must be pre-approved by the DGS-TD ONS before government agencies can utilize these contracts for telecommunications consultant services.
- To obtain pre-approval, complete one of the following forms, providing as much detail on your specific needs as possible:
 - State [STD Form 20](#) (for telecommunications related requests such as voice, data, video). ([STD Form 20 Instructions](#))
 - [TD-207](#) Form (for public safety radio/microwave related requests).
 - By letter if the above forms prove inadequate for the specific project.
- Submit by mail or fax to:

**Department of General Services
Telecommunications Division (IMS GS-23)
Office of Network Services
601 Sequoia Pacific Blvd.
Sacramento, CA. 95814
Attn: Master Consulting Contract Coordinator
Fax # 916-657-9129**

- After approval to proceed, the agency will prepare a clearly written Scope of Work (SOW) proposal describing the work requested with specific deliverables and timeframes.
- Submit the SOW to the DGS-TD ONS, who will review it to see that it meets contract requirements, and then provide it to the pre-qualified vendors to bid on the work.
- Additional information on the forms and the process, as well as a copy of the [MSA](#), are available on-line at www.td.dgs.ca.gov. Click on Network Services, scroll down to Contracts for Services, then click on MSA RFP DGS-2034.

BACKGROUND:

The RFP DGS-2034 solicited qualified telecommunications consultants to bid on providing telecommunications related consultation services and expertise to state and local governments. The resulting 27 contracts are administered by the DGS-TD, and are part of the MSA, each with a specific contract number. Please visit our website or click on the link to view more information about the [RFP DGS 2034](#).

To view previous ATR bulletins, refer to the Department of General Services website at <http://www.td.dgs.ca.gov> (click on Network Publications on the right side of the page, then scroll down to the ATR Bulletins.)

For questions or assistance in using the MSA or for other telecommunications related questions, please contact the Resource Communications Center at (916) 657-9903 or at 1-800-807-6755, and request to speak to a Customer Account Manager.

A handwritten signature in black ink, appearing to read "Barry R. Hemphill", with a long, sweeping underline.

BARRY R. HEMPHILL
Deputy Director for Telecommunications

BRH:BC:pc

Attachment: [Qualified Vendors](#)